

# **Jefferson Softball, Inc.**

## **By-Laws**

### **I. Participation Policy Jefferson Softball, Inc. Program – All Divisions**

#### **Boundaries – Geographic**

The following statement defines Jefferson Softball, Inc. geographic boundaries for Babe Ruth participation: the defined borders of Jefferson Township as illustrated on the tax map of Jefferson Township.

#### **Inclusion Policy**

1. Is a permanent resident of Jefferson Township, NJ
2. If family relocates, player may remain a participant until completion of the active season.

#### **Exclusion Policy**

1. Any player eligible above, but also participates on another team and does not meet criterion of Jefferson Softball, Inc. (Must participate in 80% of scheduled recreation games)
2. Player that does not meet the criterion as defined in the policy detailed above.

All participants are expected to commit to participation and attendance at practices and games is required for our program to be successful and run smoothly. If player does not meet acceptable participation activity, they may be removed as a participant and replaced with an equal rated player as they become available (see next comment).

Jefferson Softball, Inc. will make every effort to allow players to join our program any time. Understanding that people will move into our town or become eligible during our season, we welcome all participants, but do reserve the right to delay entry of a player based on board decision.

## **Jefferson Softball, Inc. est. 2006**

### **Article I: Name**

This organization shall be known as Jefferson Softball, Inc.

### **Article II: Purpose**

- 2.1 The objective of Jefferson Softball, Inc. shall be to implant firmly in the children of the community the ideas of good citizenship, honesty, loyalty, courage, respect for all authority and good sportsmanship, so that our children may grow into well-adjusted, strong-minded, decent, healthy and trustworthy citizens.

- 2.2 To achieve this objective, Jefferson Softball, Inc. will provide a supervised program of sports activities. All Directors, Officers and Members shall bear in mind that attainment of exceptional athletic skill or winning the games is secondary and that the principal objective of Jefferson Softball, Inc. is always to guide the young people toward good citizenship through encouragement of each child's efforts, to set the example of positive self-discipline, to encourage respect for every other person involved in the program and to engender a healthy respect for legitimate authority. All personnel involved in the program, most especially managers and coaches, shall maintain their personal conduct on the highest levels as a role model for the children.

### **Article III: Membership**

- 3.1 Eligibility – Any person actively participating in the Jefferson Softball, Inc. program is automatically considered a member. Please see the member classes below.

#### Residency Guidelines for Player Members (Article 3.2)

The individual must be a resident of Jefferson Township. Residency guidelines may be waived for Travel Player Members and must be reviewed for approval each year by the Board of Directors. Residency guidelines can only be waived provided it does not exclude a Jefferson player from participation.

- 3.2 Classes – There shall be the following classes of membership:
- A) Player Members: any player candidate meeting the requirements of Jefferson Softball, Inc. residency guidelines shall be eligible to compete for participation but shall have no rights, duties or obligations in the management or in the property of Jefferson Softball, Inc.
  - B) Regular Members: any person interested in furthering the objectives of Jefferson Softball, Inc. by volunteering for active participation may become a regular member (i.e. Coaches/Parent). Parents of a player member shall automatically become regular members of Jefferson Softball, Inc. Regular members that are not board members may not remain in a meeting beyond the public portion of said meeting.
  - C) Board Members: will be accepted by a two-thirds vote of those present during the election. No more than eleven members will be allowed on the Board of Directors.
  - D) Member in Good Standing: Members in Good Standing are those members that have agreed to the terms and conditions that are set forth in the Registration System. These include Character Counts, Parent/Player Contract, Participation Waiver and Photo Release. Members that have not agreed to these conditions are not considered in Good Standing. Until these conditions are met, no player shall be allowed to participate in any team event, this includes winter training, practices and/or games.

### 3.3 Discipline Policy

A) Suspension or Termination – Membership may be terminated by resignation or action by the Board of Directors.

1. The Board of Directors, by a two-thirds vote of those present at any duly constituted meeting, shall have the authority to discipline, suspend or terminate the membership of any member of any class when the conduct of such person is considered to be detrimental to the best interests of Jefferson Softball, Inc. The member involved shall be notified of such meeting, informed of the general nature of the charges and given an opportunity to appear at the meeting to answer to such charges.
2. The Board of Directors shall, in case of a Player Member, give notice to the parent as well as the manager of the team of which the player is a member. Said manager shall appear, in the capacity of advisor, with the player before the grievance committee of the Board of Directors, which shall make recommendations to suspend or revoke such a player's right to future participation in Jefferson Softball, Inc. This shall not be done without the parent present at said hearing.

### **Article IV: Dues**

- 4.1 A reasonable Jefferson Softball, Inc. participation fee may be assessed as a parents' obligation to assure the operational continuity of Jefferson Softball, Inc.
- 4.2 Such fee shall be a prerequisite for participation in Jefferson Softball, Inc. This fee may be waived at the discretion of the Board Members due to financial hardship.
- 4.3 Fees may also be pro-rated on number of participants in one family, (i.e., four members from same family).
- 4.4 Fees must be paid prior to the start of all activities in a season. Payment plans can be discussed with the Board President and or Treasurer prior to the start of activities. In the event that payments are not made, the Parent/Player shall be prohibited from participating in any team event, this includes winter training, practices and/or games.
- 4.5 In the event that there are outstanding fees owed from previous seasons, the Player/Member will not be placed upon a roster until the outstanding fees are satisfied. The Board, upon a written request from the Parent/Member, may forgive any previous fees or adjust the fees by a two-thirds vote.

## **Article V: Meetings**

- 5.1 Monthly meetings of the Board of Directors will be held on the 2<sup>nd</sup> Wednesday of the month at 7:00pm. *If rescheduling is necessary, proper notification will be given to all Board members and published on the website.*
- 5.2 Meetings *should* be attended by all Board Members. Regular members may also attend all meetings, unless the subject matter requires that either the entire meeting or part of the meeting be closed.
- 5.3 When the need arises, special meetings may be called, at the discretion of the President, to consider a specific subject. Notification of such meetings shall be made in the most convenient fashion.
- 5.4 The presence of two-thirds of the Board Members shall constitute a quorum.
- 5.5 Only Board Members shall be entitled to vote at closed meetings. Voting shall only take place if the required 2/3 quorum is met. Closed meetings may include, but are not limited to sensitive issues such as financial hardship, scholarship awards, character counts violations, etc.
- 5.6 Attendance – After missing four board meetings for unexcused absences or absences not pre-approved, the Board Secretary will notify the President that their attendance is in violation of the by-laws resulting in their dismissal. The Board Members will recommend a replacement to be voted on by a quorum.
- 5.7 The Board Year – September 1<sup>st</sup> to August 31<sup>st</sup>

## **Article VI: Board of Directors**

- 6.1 The management of the property and affairs of Jefferson Softball, Inc. shall be vested in the Board of Directors, which shall consist of no more than eleven members.
- 6.2 The term of office shall be for one year. These positions shall be filled by general elections with a 2/3 Board of Directors vote. The Board of Directors shall suggest new board members that will be voted on during the July meeting.
- 6.3 The Board of Directors may appoint such standing committees as it shall determine and delegate as the Board shall deem advisable and which it may properly delegate. The Board may adopt such rules for the management of Jefferson Softball, Inc., as it may deem proper. The Board shall have power by a two-thirds vote to discipline, suspend, or remove any Director, Officer or Member of Jefferson Softball, Inc. in accordance with the procedures set forth in Article III of these by-laws.

## **Article VII: Committees**

- 7.1 Fundraising/Sponsorship Committee: The Board of Directors may appoint a

Finance Committee, which shall investigate ways and means of financing Jefferson Softball, Inc. and make recommendations to the Board.

- 7.2 Equipment Manager: The Board may appoint a minimum of one equipment manager, which shall investigate and make recommendations concerning the purchase of supplies and equipment for Jefferson Softball, Inc. The equipment manager shall be responsible for the proper issuance of such supplies and equipment and for the collection, cleaning, repair and storage thereof at the close of the season.
- 7.3 Uniforms Coordinator: The Board may appoint a minimum of one uniforms coordinator, which shall inspect and make recommendations concerning the repair or purchase of uniforms. The uniform coordinator shall be responsible for the proper issuance of said uniforms and for the collection, cleaning, repair and storage thereof at the close of the season.
- 7.4 Rules Committee: The Board may appoint a rules committee of not less than three members, including the Umpire-in-Chief, who shall have the responsibility for evaluation of local rule changes submitted to the rules committee for the possible incorporation into the Jefferson Softball, Inc. procedures, local League Rules, by-laws and constitution.
- 7.5 Grievance Committee: The Board consists of grievance committees, which will investigate, review, and make recommendations for any violation of the Character Counts policy by any member.
- 7.6 Ad Hoc Committee: The Board may, from time to time, appoint Ad Hoc Committees to deal with issues and matters which the Board may deem appropriate for consideration.

## **Article VIII: Officers, Duties and Responsibilities**

- 8.1 The Board of Directors' responsibilities:
- A) Conduct the affairs of Jefferson Softball, Inc. and execute policy established by said Board.
  - B) Be responsible for the day to day operation of Jefferson Softball, Inc. in strict conformity with the rules and regulations established by the appropriate committee.
  - C) Designate such other individuals and/or committees to have power to act for and in the name of Jefferson Softball, Inc. under the overall direction of said Board.
  - D) Investigate complaints, irregularities and conditions detrimental to the welfare of Jefferson Softball, Inc. and take whatever action is necessary to remedy the situation. Settle any grievances submitted by the Jefferson Softball, Inc. members.

- E) Prepare and submit with the assistance of the Treasurer an annual budget and be responsible for the proper execution thereof.
- F) Examine, with the assistance of the Player Agent, the application and proof of age of every player candidate and certify eligibility before the player may be accepted for tryouts and selection.

8.2 The President will supervise all affairs of the organization; preside over all meetings of the Board; and sign all official documents of the organization.

8.3 The Vice President shall, in case of absence or disability of the President, and with the authorization of the President or the Board, perform the duties of the President and when so acting shall have the powers of that office. The Vice President shall have such other duties as, from time to time, may be assigned by the Board or by the President.

8.4 The Secretary shall:

- A) Be responsible for recording the activities of Jefferson Softball, Inc. and for maintaining appropriate files, mailing lists and necessary records.
- B) Give notice of all meetings that may, from time to time, be called.
- C) Keep minutes of all meetings and cause them to be recorded in a book kept for that purpose.
- D) Conduct all correspondence not otherwise specifically delegated.
- E) Record attendance of members present at meetings and be responsible for notifying the President of Board Members who have exceeded their allowed absences in accordance with Section 5.6.
- F) Be responsible for compiling and issuing an agenda to all Board Members at least three days prior to the meeting.
- G) Perform other such duties as the Board of Directors shall prescribe.

8.5 The Treasurer shall:

- A) Receive all monies and securities; deposit same in a depository approved by the Board.
- B) Keep records for the receipt and disbursements of all monies of Jefferson Softball, Inc. Make all payments from allotted funds and draw checks thereof, with the approval of the Board.
- C) Provide a written Treasurer's report at each meeting.
- D) Prepare, under the direction of the President, an annual budget for the

submission to the Board of Directors and file any necessary papers with the IRS.

E) Perform other such duties, as the Board of Directors shall prescribe.

## **Article IX: Managers, Coaches and Umpires**

- 9.1 Team Managers and Coaches shall be appointed with the approval of the Board. They shall be responsible for the behavior for their teams and fans on the field.
- 9.2 Umpires shall be appointed annually by the Board.

## **Article X: Organization, Rules, and Regulations**

10.1 Jefferson Softball, Inc. recreational program allows children to be placed on a team who are signed up. The recreational program shall be organized into the following divisions:

- Clinic League: for children in Kindergarten
- Instructional League: for children in 1<sup>st</sup> and 2<sup>nd</sup> grades
- Minor League: for children in 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> grades
- Major League: for children in 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grades
- Senior League: for children in High School

10.2 Jefferson Softball, Inc. travel teams will be determined by a tryout. The travel program shall be organized into the following divisions as approved by the Board of Directors:

- 10U Gold: for the 12 top rated children 10 years old and under
- 10U Blue: for the next 12-15 top rated children 10 years old and under
- 12U Gold: for the 12 top rated children 12 years old and under
- 12U Blue: for the next 12-14 top rated children 12 years old and under
- 14U Gold: for the 12 top rated children 14 years old and under
- 14U Blue: for the next 12-14 top rated children 14 years old and under
- 16U Gold: for the 12 top rated children 16 years old and under
- 16U Blue: for the next 12-14 top rated children 16 years old and under

\*\* These teams can be adjusted by a majority vote of the Board of Directors \*\*

- 10.3 Rules and Regulations: The Minor, Major and Senior divisions shall be bound by Rules and Regulations of the Softball Division of Babe Ruth, Inc., procedures and Local League Rules. The Clinic and Instructional divisions shall be bound by Jefferson Softball, Inc. procedures and Local League Rules.
- 10.4 The only exception to Article 10.3 is that the managers of a division, with the approval of the Board, may institute a local rule binding only in their division. These local rules may be adopted only with the agreement of all managers in the said division and shall be binding only for the season in which they are adopted. The rules shall be reviewed annually and resubmitted for approval.

## **Article XI: Amendments**

The Constitution of Jefferson Softball, Inc. and these by-laws may be amended, repealed or altered in whole or part by a majority vote at any duly organized meeting of the Board of Directors provided notice of the proposed change is included in the notice of the meeting, and there is a quorum in attendance.

## **Jefferson Softball, Inc. Organization**

Jefferson Softball, Inc. is a non-profit organization dedicated to providing the structure and mechanism for the young girls of Jefferson Township, NJ to participate in the sport of softball.

## **Mission Statement**

The mission of Jefferson Softball, Inc. is to create a softball program for young athletes that will provide an atmosphere where children can come to learn about the sport while having fun and getting the maximum amount of play. The mission is also that of inclusion wherein each participant will enjoy the benefits of Jefferson Softball, Inc.

In accomplishing this mission, Jefferson Softball, Inc. will look to provide to all of our participants the best coaching, skill development, appreciation of the game, facilities, and equipment resources available. This will all be done while providing the safest program possible.

## **Jefferson Softball, Inc. Board of Directors**

*Revised: 6/21/17*